

Phone: (704) 843-1680

**VILLAGE OF MARVIN**

10004 New Town Rd.

Fax: (704) 843-1660

**ACCESSORY STRUCTURE PERMIT APPLICATION**

Marvin, NC 28173

www.marvinnc.org

Revised 02/19

PERMIT NUMBER: \_\_\_\_\_ APPLICATION DATE: \_\_\_\_\_

**APPLICANT INFORMATION**

NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ EMAIL: \_\_\_\_\_  
(Include city, state and zip code)

**LOT INFORMATION**

PARCEL #: \_\_\_\_\_ SUBDIVISION: \_\_\_\_\_

LOT#: \_\_\_\_\_ LOT ADDRESS: \_\_\_\_\_

ZONING DISTRICT *Please circle one:* R RUC

**PROPERTY OWNER INFORMATION: (fill in only if different than applicant)**

NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: \_\_\_\_\_

**LOT AND STRUCTURE INFORMATION**

PROPOSED USE: (Please be specific) \_\_\_\_\_

**SETBACKS** structures physically attached or connected to the principal structure will be subject to the setback requirements for the principal structure

Side Yard Setback \_\_\_\_\_ / \_\_\_\_\_  
(Left/Right)

Rear Yard Setback \_\_\_\_\_

**This information not required for swimming pools or attached structures:**

**PRINCIPAL STRUCTURE SQ FT** \_\_\_\_\_

total square footage of all detached accessory structures shall not exceed 2/3 of the footprint of the principal building. Provide square footage of ALL accessory structures on property: \_\_\_\_\_

**NEW ACCESSORY STRUCTURE SQ FT** \_\_\_\_\_

*To be in compliance, an accessory structure must not include the presence of a range or oven, or utility connections*

*suitable for servicing a range or oven.*

**GRADING:** Any proposed grading or fill that will alter the existing topographic conditions of the lot more than two feet or any alteration to existing channels, swales, or easements shall require Village approval. **No grading shall take place prior to approval.**

*Please check one of the following:*

- This project requires the existing topographic conditions to be altered more than 2 ft. and/or requires an existing channel, swale, or easement to be altered. I have attached the required Grading Review Application and all necessary attachments.
- This project **does not** require alteration of more than 2 ft to the existing topography nor does it require alteration of an existing channel, swale, or easement.

**FLOODPLAIN:** Development within a Floodplain is severely restricted per Section 14.14(1) of the Zoning Ordinance.

*Please **initial** one of the following:*

- \_\_\_\_ There is existing floodplain located on the lot to which this permit applies and this floodplain is indicated on the attached survey. Base Flood Elevation (BFE) and Regulatory Flood Protection Elevations (FPE) are provided.
- \_\_\_\_ There is no existing floodplain located on the lot to which this permit applies.

Is there a creek within 200 feet of your lot? \_\_\_\_ If so, what is the approximate distance? \_\_\_\_

**TREE REMOVAL:** A Tree Removal Permit is required before removing:

1. Canopy trees twelve (12) inches or larger in diameter-at-breast-height (dbh) and understory trees four (4) inches or larger dbh excluding individually owned, residentially zoned lots of record that existed on or before October 19, 2004 that are less than five (5) acres in area.
2. Trees growing on a slope greater than twenty-five (25) percent.
3. Any threatened or endangered species of tree as defined by the North Carolina State Department of Environmental Conservation or any Heritage or Specimen trees, as defined by the Village, regardless of size.

*Please **initial** one of the following:*

- \_\_\_\_ This project does not require the removal of any trees from the lot.
- \_\_\_\_ This project does require the removal of trees from the lot, but we are exempt from a Tree Removal Permit for the following reason(s): \_\_\_\_\_
- \_\_\_\_ Tree Removal Permit Application is attached.

**OTHER ORDINANCE REQUIREMENTS:** *(Please **initial** that you have read each of the following notices)*

- \_\_\_\_ Any approved permit shall be valid for six months from the date of issuance.
- \_\_\_\_ **Effective October 10, 2006, all new swimming pools must provide a permanent barrier to restrict access to the pool per the Union County Swimming Pool Barrier Ordinance, which was adopted by the Village of Marvin Council. This ordinance requires a barrier consisting of fencing, wall, building wall or any combination thereof be constructed around new swimming pools. (see [www.marvinnc.org/ordinances](http://www.marvinnc.org/ordinances))**
- \_\_\_\_ All outdoor lighting installed must comply with the Village of Marvin Lighting Ordinance.
- \_\_\_\_ Foundation permits and certificates of compliance shall be required for new and expanded residential structures. (Some accessory structures may be exempt. Ask Zoning Administrator for details.)

**CERTIFICATION:**

**I hereby certify** that the information provided herein, to the best of my knowledge is correct.  
Any violation of an approved zoning permit may be grounds for its revocation along with any associated building permit.

**I have included the following: (please check)**

- Fee, in accordance with the current fee schedule adopted by the Village of Marvin. Please note: all fees for regulation approval in the Village of Marvin are non-refundable and checks that are returned will be subject to a returned check fee in accordance with the current fee schedule adopted by the Village of Marvin.
- Copy of a scaled, sealed dimensional survey drawn by a registered surveyor or engineer which shows the exact shape and dimensions of the lot to be built on; the exact shape, dimensions, use and location of other structures on the lot; the exact location of the proposed structure and required setback lines. On survey, please show approximate location of swimming pool equipment.
- Floor plan of the proposed structure.
- Drawing showing the exterior of the building including height and drawn to scale.
- Landscape plan for an evergreen screening wall (required for pools, equipment and outdoor storage areas) per 151.046K (1)a(1). Planting standards are described in 151.046J (3).***

The attached survey was completed by \_\_\_\_\_ (name of surveyor) and was sealed on \_\_\_\_\_ (date).

\_\_\_\_\_  
Applicant's Signature Date

\_\_\_\_\_  
Property Owner's Signature (If different from applicant) Date

**No application shall be considered complete unless accompanied by all information required above.**

*THIS SECTION FOR OFFICE USE ONLY*

To the best of my knowledge, this application is complete. Based on such information, I hereby \_\_\_\_\_ this zoning permit.

Approve Disapprove

(If Applicable) Tree Removal Permit # \_\_\_\_\_ Grading Permit # \_\_\_\_\_

Conditions placed on this permit are as follows: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Zoning Administrator Date